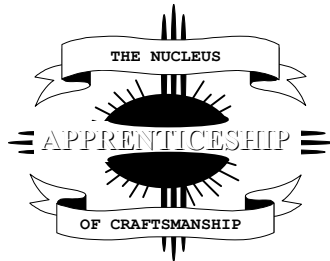




**STANDARDS OF APPRENTICESHIP
adopted by**

**SOUTHWEST WASHINGTON ASSOCIATED GENERAL CONTRACTORS
CARPENTERS COMMITTEE**

<u>Skilled Occupational Objective(s):</u>	(sponsor)	<u>DOT</u>	<u>Term</u>
CARPENTER		860.381-022	8000 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

JUNE 1, 1995

Initial Approval

By: ALAN LINK
Chairman of Council

APRIL 20, 2001

Addendum Amended

By: PATRICK WOODS
Secretary of Council

OCTOBER 20, 2000

Committee Amended

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NOTE: THE FOLLOWING ADDENDUM SHALL BE SPECIFIC TO THE INDIVIDUAL NONJOINT APPRENTICESHIP AND TRAINING COMMITTEE AND ITS CRAFTS AND PROBLEMS:

The following Standards of apprenticeship, with supplements pertaining to the necessary work experience of the trade and a progressive wage scale, approved by and registered with the registration agency, govern the training of apprentices in this industry. The following Standards for development of the Carpentry apprentice have been prepared by the representatives of the Oregon Columbia Chapter of the Associated General Contractors.

1. GEOGRAPHICAL AREA COVERED:

The area covered by these Standards shall be Cowlitz, Wahkiakum, Clark, Skamania, Klickitat and Pacific Counties.

2. MINIMUM QUALIFICATIONS:

Age: Applicant shall be at least 17 years of age and have a high diploma or be at least 18 years of age and have a GED and provide proof.
Education: High school diploma at 17. HS diploma or GED at 18 and provide proof.
Physical: Physically able to complete the tasks of the trade.
Testing: N/A
Other: Provide proof of age.

3. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

A. Selection Procedures:

The sponsor shall open for applications the first full week of each month excluding holidays as determined by the committee. Additionally the committee may determine other dates based on needs of the industry.

1. Notice of program opening shall be provided to the registration agency and other entities established under the sponsor's Affirmative Action Plan, and shall be posted at the sponsor's office AGC Center, 9450 SW Commerce Circle, Suite 200, Wilsonville, Oregon 97070.
2. Applications shall be provided to any interested individual. Applicants may submit only one application during each enrollment period.
3. An applicant log will be maintained in the sponsor's office that will show the applicants name and application/log number. Whenever an application is provided to an individual, an electronic or paper record will be made detailing to whom the application was provided, the manner by which it

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was provided (US mail, in person, via fax, or other electronic means). The log will track the history of the applicant beginning with the date the application was provided to the individual and tracked to final disposition.

4. All completed applications will be:
 - Date and time stamped when received by the sponsor.
 - Individuals whose applications do not meet the above criteria will be notified in writing.
5. Eligible Pool

All applicants who meet the minimum qualifications are placed into the pool of eligibles.

 - A. Individuals will be added to the ranked pool of eligible applicants subsequent to:
 - Attending an Apprenticeship Orientation provided by the sponsor.
 - Attending a scored interview with the committee.
 - Completing the Construction Safety Training class provided by the sponsor.
 - Eligible applicants who do not complete the orientation, interview, or safety class will not be added to the ranked pool of eligibles and will be so notified in writing.
 - B. After completing the orientation, interview and construction safety the application and interview scores will be averaged to determine rank placement in the ranked pool of eligibles. Individuals will remain on the list in the pool for a period of two years. See sub paragraph H.
 - C. Individuals may be removed from the ranked list of eligibles prior to the two-year expiration date:
 - based on their request
 - following their failure to respond to an apprentice dispatch or
 - submitting a new application during an open application period.
 - D. Eligible applicants who fail to complete the orientation, interview, or safety class will remain in the pool of eligibles for a period of two years. Individuals may be removed prior to the two-year expiration date
 - Based on their request
 - Failure to respond to correspondence

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- E. Individuals will be dispatched to training agents in descending order from the ranked pool of eligibles.
- F. When the ranked list of eligibles falls below the number determined by the committee, the program will be re-opened. Successful new applicants will be merged with the existing pool.
- G. The sponsor will complete the apprenticeship agreement and submit it to the registration agency.
- H. **Application Point System**

Qualifying applications will be reviewed and scored according to the following point system. Points will not be given unless the applicant provides written documentation (letters from employers on company letterhead, DD214, course certificates, school transcripts, etc.).

	Maximum Points Possible
Valid Drivers License Photocopy	3
High School Diploma GED - " 8 points"	13
High school or community college classes Industrial education classes; shop, drafting, architecture, arts and crafts, building construction, home economics, reading comprehension. 5 points per course 20 points maximum	20
Math - H.S. grade C+ or better, 1 year or equivalent	7
Algebra - H.S. grade C+ or better, 1 year or equivalent,	3
Geometry - H.S. grade C+ or better, 1 year or equivalent	5
Work experience: Construction 5 points per year + General 2 points per year	15
The intent here is to reward consistent, committed performance, not multiple, short duration jobs.	10
Americore, Military, Peace Corp, Vista Successful completion of commitment time 3 points per year	9
Graduate of an approved pre-apprenticeship program, state or federally funded (B-Fit, Youth Build, Job Corp, Clark Co. Vocational Skills Center)	15
Possible Points	100

B. Affirmative Action Plan:

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1. Participate in any workshops conducted by employment service agencies for the purpose of familiarizing school, employment service and other appropriate personnel with the apprenticeship system and current opportunities therein. (WAC 296-04-340 (B))
2. Granting advance standing or credit on the basis of previously acquired experience training skills or aptitude for all applicants equally. (WAC 296-04-340 (H))
3. To encourage preparatory trade training or others designed to afford related work experience or to prepare candidates for apprenticeship a sponsor shall make appropriate provision in its affirmative action plan to assure that those who complete such programs are afforded full and equal opportunity for admission into the apprenticeship program. (WAC 296-04-340 (F))
4. To encourage establishment and use of preparatory trade training and to provide that those who engage in such programs are given full and equal opportunity for admission into the apprenticeship program.
5. Grant credit for previous trade experience or trade-related courses for all applicants equally.
6. Engage in any other such action as stated above to ensure that recruitment, selection, employment and training of apprentices during apprenticeship shall be without discrimination because of race, color, religion, nation origin or sex.
7. Actively engage in outreach programs and activities to ensure that disadvantaged groups including the economically disadvantaged, and minorities and women have equal access to the apprenticeship program.

4. **TERM OF APPRENTICESHIP:**

The standard term of apprenticeship for the trade stated shall be four (4) calendar years (8,000 hours), consisting of eight (8) periods of reasonably continuous employment, including the probationary period.

- A. The term stated herein is only a guideline for related training where competency based training is used since that system is performance based and allows for apprentices to advance at their own pace according to their accomplishment.

5. **PROBATIONARY PERIOD:**

The probationary period shall be 1,000 OJT hours as a registered apprentice.

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6. RATIO OF APPRENTICES TO JOURNEYMAN:

The number of apprentices shall not exceed a ratio of one (1) apprentice to the first three (3) journeymen in full employment on the job in order to assure adequate training and supervision. Additional apprentices are authorized at the rate of one (1) to five (5) additional journeymen.

7. WAGE PROGRESSION:

Apprentices shall be paid on the following percentage basis in accordance with WAC 296-04-270(2)(c) :

Carpenter:

1st period of 1000 hours	55% of the journeyman rate
2nd period of 1000 hours	60% of the journeyman rate
3rd period of 1000 hours	65% of the journeyman rate
4th period of 1000 hours	70% of the journeyman rate
5th period of 1000 hours	76% of the journeyman rate
6th period of 1000 hours	82% of the journeyman rate
7th period of 1000 hours	88% of the journeyman rate
8th period of 1000 hours	95% of the journeyman rate

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8. WORK PROCESSES:

Carpenter: D.O.T. #860.381-022 Hours

The work processes to be learned and the approximate hours required for each are:

A. Form building.....1400

1. Patented panel systems installation
2. Building and place straight concrete wall forms
3. Shoring installation
4. Build and place concrete forms for stairways, floors, walls and columns
5. Concrete systems
6. Pre-fab concrete installation

B. Welding and burning.....500

1. Arc
2. Oxygen-acetylene

C. Rough framing and Outside Finishing.....2300

1. Floor, wall, roof and stair, etc., on residential and heavy construction
2. Heavy timber construction
3. Sheathing
4. Application of cornice and wall trim
5. Application of siding material
6. Setting of door and window jambs
7. Roof covering

D. Inside finishing, Acoustical, Finish hardware, Clean Room1550

1. Application of standing and running trim
2. Install doorjambs
3. Fit doors and windows
4. Construction and setting cases, wardrobes and stairs
5. Installation of flooring materials
6. Plastics and paneling
7. Acoustical and drywall (metal and wood), ceilings, walls and related materials
8. Finish hardware, fitting and application for exterior and interior of building
9. Fire stop, insulation
10. Seismic

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11.	Clean room	
E.	Layout	700
1.	Horizontal positioning of structure	
2.	Framing	
3.	Concrete forms	
F.	Other work processes	1550
1.	Care and use of tools and woodworking machinery	
2.	Walkways and shed construction	
3.	Safety and protection device construction	
4.	Installation of pre-fabricated modules	
5.	Scaffolding -metal and wood	
6.	Demo and clean-up	

TOTAL: 8000

The Committee realizes that the completion of 8,000 hours on-the-job training is the ideal, but recognizes that most apprentices will not be able to fulfill the total amount of hours specified in each and every work process as set forth in the standards.

ALL OF THE FOREGOING WORK EXPERIENCE AS HEREIN NOTED IS UNDERSTOOD TO MEAN AS IT PERTAINS TO THE TRADE HEREIN INVOLVED IN THESE STANDARDS.

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9. RELATED/SUPPLEMENTAL INSTRUCTION:

- A. Each apprentice shall enroll in and attend classes in subjects related to this trade, as approved by the State Board for Community and Technical Colleges, for a minimum of 144 hours per year.
- B. The methods of related/supplemental training shall consist of one or more of the following:
 - () Supervised field trips
 - () Approved training seminars
 - () A combination of home study and approved correspondence courses
 - () Technical college
 - (X) Community college
 - (X) Training trust
 - (X) Other (specify): COMPETENCY BASED TRAINING SYSTEM
- C. Hours 144 minimum
- D. Satisfactory progress must be maintained in related training classes. (See Section 10, Administrative/Disciplinary Procedures.)

10. ADMINISTRATIVE/DISCIPLINARY PROCEDURES

- A. Administrative Procedures
 - 1. The Committee may accelerate or extend, through the evaluation process, the advancement of an apprentice in each and every pay period.
 - 2. The apprentice, regardless of wages received, shall be as such until he/she has fulfilled all minimum requirements and has been reclassified as a journey level carpenter.
 - 3. Extended periods of unemployment will be construed as an unfulfilled training requirement, and the Apprenticeship Committee may place the apprentice in suspension until employment is regained.
 - 4. All apprentices must be released from "on-the-job" commitments to attend scheduled related instruction.
 - 5. An apprentice who shows an advanced proficiency on the job due to training received prior to entrance into the apprenticeship program may be eligible for re-evaluation. It shall be the responsibility of the apprentice to prove past experience or training.

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6. It shall be the apprentice's responsibility to maintain a progress record of work experience performed in accordance with the appropriate classification schedule. Such records shall be forwarded to the apprenticeship committee after they have been signed by the employer or an appropriate representative of the employer. The above records shall contain the apprentice's (a) name, (b) classification, (c) employer, (d) months and year of report, as well as hours of work performed.
7. Classroom instructors shall keep an attendance record of apprentice's actual class hours. All records shall note tardiness and early departures.
8. It is the apprentice's responsibility to keep his/her current address on file with the committee and training center.
9. A quorum must be present to carry on the regular business of the Apprenticeship Committee. A quorum shall consist of two or more members.
10. A majority vote of the Apprenticeship Committee shall be final in all matters pertaining to training.
11. An apprentice must have adequate transportation to the job.
12. All apprentices must possess the required minimal tools at the time of indenturement and procure additional prescribed tools as advancement occurs.
13. All committee members shall be actively participating in the industry as an employer, supervisor, employee or employee representative.
14. Each apprentice shall be required to exercise the same diligence in related classroom work as he/she does in on-the-job training. The determination by the Apprenticeship Committee of an apprentice's progress and fitness for the trade shall be based in part on the proficiency shown in subjects covered in the related trade instruction as well as on-the-job.

B. Disciplinary Procedures:

1. Failure to show regular attendance at related classes will be deemed sufficient cause for the Apprenticeship Committee to drop the apprentice from the entire training program.
2. An apprentice may be discharged from a contractor's employ for unsatisfactory work, improper conduct, indifference to the rules and regulations, or insubordination. Apprentices shall be informed of their work and related training obligations as stated in these Standards. The

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Committee shall notify the apprentices of any violations of the obligations and shall summon the apprentice to appear before the committee.

3. Apprentices who have missed related instruction, as outlined in these Standards, will not be eligible for placement until such time as the requirement is satisfied.
4. Apprentices who refuse work assignment are subject to disciplinary action, which may include cancellation of his/her apprenticeship agreement.

11. **COMPOSITION OF COMMITTEE AND ALTERNATES**

A quorum shall consist of minimum of two employer members and two employee members.

The Committee Representatives Shall Be:

Employer Representatives are:

Randy Logue, Secretary
R& H Construction
1530 SW Taylor Street
Portland, OR 97205

Rob Yorke
4480 SW 101st Avenue
Beverton, OR 97005

Randy Fortish
PO Box 25392
Portland, OR 97253

Harv Wingerd
Todd Construction
PO Box 949
Tualatin, OR 97062

Ted Aadland (Alternate)
2710 NE 78th Street
Vancouver, WA 98665

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Employee Representatives are:

Rick Summerlin, Chairman
13027 SW Mayview Way
Tigard, OR 97223

Ed Hirte
13990 SW Galbreath
Sherwood, OR 97140

Jason Ramey
20500 S. Ridge Road
Oregon City, OR 97045

Rodger Dale-Moore
5614 NE 27th
Portland, OR 97211

Doyle Crone (Alternate)
PO Box 949
Tualatin, OR 97062

12. SUBCOMMITTEE: (None)

13. TRAINING DIRECTOR/COORDINATOR:

Dan Graham
AGC Center
9450 SW Commerce Circle, Suite 200
Wilsonville, OR 97070
(503) 682-3363